

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
August 1, 2005

PRESENT: LAURA BUONO CHAIRMAN; LEON METHOT, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; DONNA M. OSBORNE, SELECTMAN; JOSEPH M. FIALA, SELECTMAN

TOWN ADMINISTRATOR: Gregory C. Begin, Interim
RECORDING SECRETARY: Cherry Palmisano

GUESTS: George Malette, Frank Campana, Chris Hague, Paul Marsh, Kay Kelly, Tim Galvin, Naomi Bolton, Forrest Esenwine, Ginger Esenwine, Walter Bohlin, Chuck Metcalf, Jim Blouin, Richard Butt, Lynn Hanna

6:30 p.m. Chairman Laura Buono called the meeting to order.

1. PUBLIC PARTICIPATION – Mr. George Malette handed each member of the Board a Weare Historical Society Newsletter to inform them of the time that the Old Home Day will be held on August 27, 2005.

2. DEPARTMENT HEAD – Chuck Metcalf told the Board that the current lawn contractor had to pull out for medical reasons. The current contractor spoke with Cutting Blade and asked them if they would take over the contract for the remainder of the season at the same price. Cutting Blade has already done some mowing for them to help them get by until Mr. Metcalf spoke with the Board. Selectman Fiala questioned if anyone else contacted Mr. Metcalf regarding the mowing. It was discussed that the contract ends November 15, 2005 and it would take too long to post it. Selectman Fiala is content with giving the contract to Cutting Blade but is worried about the consequences. Selectman Kurk stated that there were four bids that originally came in and Cutting Blade was the next lowest and the one that was tied with Cutting Blade was one that had the contract last year and they had some problems with them. Mr. Metcalf stated that this is the third time that Cutting Blade has helped out the town and PARC. Chairman Buono stated that they will work up a new contract with Cutting Blade.

Selectman Fiala moved, Vice Chairman Methot seconded to authorize Cutting Blade to assume the remainder of the contract for PARC and the Town at the current contract price. Passed 5-0-0.

Mr. Metcalf informed the Board that there is a need to hire adults to staff Chase Park. He got an offer from Bob Thomas who is an alternate on PARC. Mr. Metcalf temporarily hired him over the weekend and now needs approval from the Board to hire him as an employee. Mr. Jim Blouin stated that they have a couple of applicants to interview. Mr. Metcalf said that they are still trying to hire more adults. Basically the adult positions consist of the same duties as the kids; place stickers on cars, sell season passes, check boats for exotic weed, oversee the cleanups, trash pick up, clean bathrooms, long hours watching the gate and also supervise the kids that work there. Selectman Kurk has no problem with Bob Thomas. She checked with Local Government Center and found that there was no problem with him being an alternate as well as an employee.

FINAL

Chairman Buono moved, Selectman Kurk seconded to hire Bob Thomas as a Chase Park Gate Attendant at the rate of \$8.00 an hour until the end of the summer. Passed 5-0-0.

Selectman Fiala asked Mr. Metcalf how all the improvements were going. Mr. Metcalf said that the sod is doing great and they have the dirt work done for the next section of sod. They are holding off on the jute matting until everyone determines the next step.

3. COMMITTEE ITEMS – Mr. Walter Bohlin, member of the cable committee, is turning in his resignation and feels that there have been many problems between himself and the Board of Selectman and now it is time for him to go. It is very important to him to let people know that he is not leaving and going home in a tiff. He informed the Board that he has trained as many committee members as possible and leaves things in the hands of the Board of Selectman to make sure that the committee has the equipment that they need. Mr. Will Ottery will be taking over the committee and Mr. Bohlin will help with some training but will not perform any services for free anymore. He wishes the Town and Cable Committee well and wants to leave with no harsh feelings. He will field telephone calls but will no longer make physical appearances to resolve issues. Mr. Bohlin feels that in removing himself that there will be no conflicts. The Board thanked Mr. Bohlin for all his services to the Town and the Cable Committee.

4. ZONING BOARD CHAIRMAN TO MEET WITH BOARD OF SELECTMAN – Mr. Tim Galvin informed the Board that the hot topic that they are working on is the problem with the 2 competing GMO's. Three weeks ago the ZBA went through their first round with issues regarding the GMO. The matters that are before them from 3 weeks ago will be deliberated tomorrow night and will please some people but not all. The responsibility that the Zoning Board has is not black and white and there will be a real hard learning curve in the education. In the past year there have been a lot of changes in the application process, the standards as to what level they will hold people accountable, decrease in confusion load by making people clear as to what information they need and pushing the limits to hold people accountable for standards. His goal for the ZBA is to get them to slow down the rate of some of their decision making. Mr. Galvin feels there are too many standards and laws that affect decisions and people will have to wait and be patient. Mr. Galvin commented that they have a very good group of people and there are 2 open alternate seats. Chairman Buono thanked Mr. Gavin for his time and efforts with the Zoning Board.

Chairman Buono mentioned that she forwarded an email to everyone regarding volunteer New Hampshire that read as follows:

Purpose: This Memorandum of Understanding outlines the terms and conditions under which Volunteer New Hampshire and the State Citizen Corps Council will continue to provide support services to Sub-Grantee Towns (Local Citizen Corps Councils and Charter Programs)

Volunteer New Hampshire will:

- Withhold such pass through funds that are necessary to continue to manage the State Citizen Corps Program. In doing so, volunteer New Hampshire will:
- Continue to contract a State Citizen Coordinator who will:
 - Manage the State Citizen Corps Program
 - Provide logistical and operational support to local programs
 - Be responsible for cyclic reporting to the State Citizen Corps Council
 - Conduct an effective outreach program
 - Seek and Create strategic partnership on behalf of the State Citizen Corps Council and Sub-grantees.

FINAL

The State Citizen Corps Council will:

- Continue to provide guidance to the State Coordinator
- Provide vision and mission statements that guide the statewide Citizen Corps Effort

Sub-Grantee (Local Councils) will:

- Agree to the withholding of pass through funds under the aforementioned conditions
- Continue to provide the State Coordinator with timely and accurate feedback
- Continue to operate local programs in accordance with accepted guidelines

It was discussed that there is no affect on the funds that have been received on the grant requests to come.

Vice Chairman Methot moved, Selectman Osborne seconded to authorize the Chairman to sign the Memorandum of Understanding Between Volunteer New Hampshire, New Hampshire State Citizen Corps Council and Sub-Grantee Towns. Passed 5-0-0.

5. MANIFESTS

Chairman Buono moved, Vice Chair Methot seconded, to authorize the Board of Selectman to sign Manifest and order the Treasurer to sign checks dated August 4, 2005. Passed 5-0-0.

| | |
|------------------|--------------------|
| Accounts payable | \$944,113.94 |
| Gross Payrolls | <u>\$27,317.87</u> |
| Total | \$971,431.81 |

Chairman Buono mentioned that she forwarded an email to the Board stating that Craig Nichols no longer works for Avitar. Chairman Buono mentioned that she would like to look into having someone on staff for the town and no longer contract this out since Craig Nichols is no longer employed by Avitar and the reason that they stayed with Avitar was that he had a familiar background with the town.

6. TRUSTEES OF LIBRARY TO MEET WITH BOARD OF SELECTMAN – Mr. Ray Kelly, Library Trustee informed the Board that they just finished implementing a volunteer call sheet for the Library. They have done some repair work to the Library over the last year with a major furnace repair in January. Mr. Kelly told the Board that they have been reviewing the need to repair the windows that will be a very expensive maintenance item and will need to be done soon. The water has been passed by the State. Mr. Kelly said that there are over 180 readers in the Library Summer Reading program which is very successful with lots of town participation. Mr. Paul Marsh, Treasurer of the Library Trustees, presented a list of service goals, including how to deal with the public, planned activities, materials needed, space needs and facilities plans. Mr. Marsh stated that two of the longer range goals they are looking at include a severe space crunch and mildew and mold downstairs that is particularly unhealthy. Mr. Marsh stated that the building is beyond capacity in books and people. Mrs. Chris Hague stated that the service goals tell them what they would like to do within the next 3 years to better serve the town. She has sent out letters to receive proposals to decide the next step in the plan. There is funding set aside for this in the Edgar Jones fund given for Library Development. In response to Selectman Kurk's question Mrs. Hague stated that the Sawyer Room is used at least 3 nights a week and the for the children's programs during the week. Selectman Fiala commented on the signage and how inviting they are. The Board thanked the Trustees for their time and stated that the plan is great. Mrs. Hague presented a preliminary budget for next year to the Board with some flexible lines to be filled in later.

Chairman Buono stated that in the past they have had a verbal policy for individuals requesting to use the Selectman's Conference Room and they really need to have a signed policy. It was discussed that there are

FINAL

other town buildings to hold meetings like, the Sawyer Room, Schools, Town Hall. The issue is not just this room but access to the Town Offices in general and that should be specific to committees of the town only and not private organizations. Chairman Buono will draft a policy.

7. PUBLIC HEARING – To receive information and testimony for the Police Department to purchase and equip two Line Cruisers and not to exceed the amount of \$60,000.00 from the General Fund Surplus.

Chairman Buono opened the public hearing at 8:10 p.m.

Chief Begin distributed a list of vehicles with their current miles and reviewed the list. The request for the \$60,000 is to add a vehicle to the fleet and to equip the other two as fully marked police cruisers.

Mr. Frank Campana wants to be clear on the process of partitioning DRA. Chairman Buono stated that the expenditure has been authorized from DRA and to make it final they have to hold this Public Hearing. Mr. Campana would like the Selectman to explain how they got in the predicament to partition DRA. Chairman Buono stated that the Board was not aware of the condition of the vehicles because of situations at the Police Department and the Liaison in place there. Chairman Buono stated that in looking at the list of vehicles and the mileage she agrees with the decision. Mr. Campana would like to know specifically how we got to the option of this way of funding. Chairman Buono stated that they were not aware of the need when it came time for the ballot. Mr. Campana is quite concerned that the Selectman did not question the appropriate people as to why this situation is the way it is now and feels that this is not running the town in the manner in which it should be. Mr. Campana feels that this is setting a precedence of Department Heads of to request funds from the General Funds Surplus. Mr. Campana feels that with a surplus of \$140,000 last year if people had been doing their jobs then the funds could have come from the surplus instead of the General Fund and this would have indicated to him that people would have been doing their jobs correctly. He feels that whenever there is poor planning then the taxpayers have to foot the bill. Chief Begin stated that the Unreserved Fund Balance at the end of 2003 was \$1,313,729 of that 100,000 last year was used to offset taxes in 2004 leaving the balance at \$1,213,729 in the fund at this time. The 2004 figures are not in yet because they haven't finished the audit. Chief Begin said that the state recommends that the towns keep 7-8% of their budget as surplus. Mr. Campana is wondering why the Selectman are not concerned with this situation. Selectman Kurk stated that they are concerned and had they known the information they would not be in this situation but now this is the only way to resolve this issue.

Mr. Dick Butt questioned the amount of \$60,000 coming out of the Unreserved Fund Balance. Chairman Buono spoke of the unexpected expenses due to employee separation that totaled \$62,500 total stating that anytime an employee leaves that salary line item gets hit with the accruals. Mr. Butt asked what the purpose of the Capital Reserve Fund was. Chairman Buono stated that there wasn't enough in there to cover the expenses. Mr. Butt said that there was \$1.1 million left in the fund. DRA recommends that \$700,000 - \$800,000 remain in the fund. Mr. Butt asked the Board if they were comfortable with the expenditure. The Board stated they were all comfortable. It was stated that the Chief will NOT be asking for any new vehicle in 2006. Mr. Butt asked how long before they get new vehicles. Chief stated he has bids out and can't open the proposals until Friday. Selectman Fiala stated that he is very confident with the Public's support and their comments on the Police Department.

Chairman Buono closed the public hearing at 8:19 p.m.

Selectman Fiala moved, Vice Chairman Methot seconded to approve the expenditure of up to \$60,000 from the General Fund Surplus for the purchase of two new vehicles Police vehicles and equipment. Passed 5-0-0.

FINAL

8. PUBLIC HEARING – To receive information and testimony for the Police Department to receive video cameras for surveillance from Mascoma Savings Bank, Lebanon, NH with an estimated value of \$5,000.00.

Laura opened the public hearing at 8:21 p.m.

Chief Begin stated that his brother is the head of Mascoma Savings Bank and when they update their equipment they donate the used equipment to various services instead of throwing them away. Chief Begin would like to replace the current outside color surveillance cameras at the safety complex with these black and white ones for better resolution. Chief Begin stated that next year he will request funds from the Board to provide covers for these cameras. The current cameras will be used inside the safety complex.

Chairman Buono closed the public hearing at 8:24 p.m.

Chairman Buono moved, Selectman Kurk seconded to accept the donation of surveillance cameras from Mascoma Savings Bank at a value of \$5,000. Passed 5-0-0.

9. PUBLIC HEARING – To receive information and testimony for the Town of Weare to receive the donation for the granite sign at the entrance of Bolton Field that was donated by the children of Francis & Priscilla Bolton with a value of \$4,800.00.

Chairman Buono opened the public hearing at 8:26 p.m.

Mrs. Naomi Bolton stated that in 2001 Christopher Bolton donated the land to the town of Weare to be used for recreation. After the completion of the project there was discussion on a sign to let people know the location of the field and where it originated from. The three Bolton men installed the sign on their own and Rebecca Bolton plants the flowers in the barrels and maintains the flowers and will continue to do so. Selectman Kurk asked Mrs. Bolton if the placement of the sign follows state regulations as to how far back it needs to go. Mrs. Bolton stated that she went to PARC and asked if they could place the sign there. Mrs. Bolton would have liked to see the sign closer to the road but they had to follow state regulations. Selectman Kurk stated that she has heard some comments on people not being able to find the sign at Bolton Field. The Board thanked Mrs. Bolton. Selectman Fiala thanked the Bolton family for a beautiful sign that does not need maintenance.

Chairman Buono closed the public hearing at 8:35 p.m.

Chairman Buono moved, Selectman Kurk seconded to accept the granite sign with a value of \$4,800 at the entrance of Bolton donated by the family of Francis and Priscilla Bolton. Passed 5-0-0.

10. ADMINISTRATIVE REPORT

Chief Begin sent out email regarding scheduling of a non public and hasn't received an answer. The Board would like to hold this meeting on a night of a regularly scheduled meeting such as August 15, 2005 or August 29, 2005 at 6:00 p.m.

Chief Begin drafted a letter to Mr. Thompson regarding Tina Pelliter to be given limited access to Citizens Bank.

Chief Begin read aloud a letter of appreciation for Sergeant Carney's support with his Bag Pipe endeavors from the Goffstown Public Library.

FINAL

Chief Begin sent out a letter to all Departments requesting that they send in their budgets by August 15, 2005 with a zero percent increase unless it is justifiable.

Chief Begin informed the Board that Mr. Don Thompson would like a four drawer locking file cabinet. The Board authorized the expenditure of up to \$100 on the file cabinet.

Chief Begin mentioned that Mr. Paul Morin would like a member of the Board to be represented on the CIP sub committee. It was discussed that Selectman Kurk will become a member for 1 year.

There was a brief discussion of the Code Enforcement Officer's need for tires for his vehicle. The tires, which are a special order at Mr. Gee's, will cost \$250 each.

There is a letter of resignation from Mr. Bob Fryer who is currently a member of the Board of Trustees effective August 12, 2005. It was discussed that a recommendation needs to come from the Trustees to appoint a replacement. A letter will be sent to thank Mr. Fryer.

Email from the Conservation Commission stating that George Malette has requested to be appointed to the Conservation Commission as an alternate.

Chairman Buono moved, Selectman Kurk seconded to appoint George Malette as an alternate to the Conservation Commission for a term of 3 years. Passed 4-0-1. Selectman Osborne abstained.

Chairman Buono moved, Vice Chairman Methot seconded, to enter into nonpublic session @ 9:11 p.m. pursuant to the authority granted in RSA 91-A:3II(c). A roll call vote was taken. Co-Chairman Methot - yes; Selectman Osborne - yes; Selectman Kurk - yes; Selectman Fiala - yes; Chairman Buono - yes. Passed 5-0-0.

11. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary